



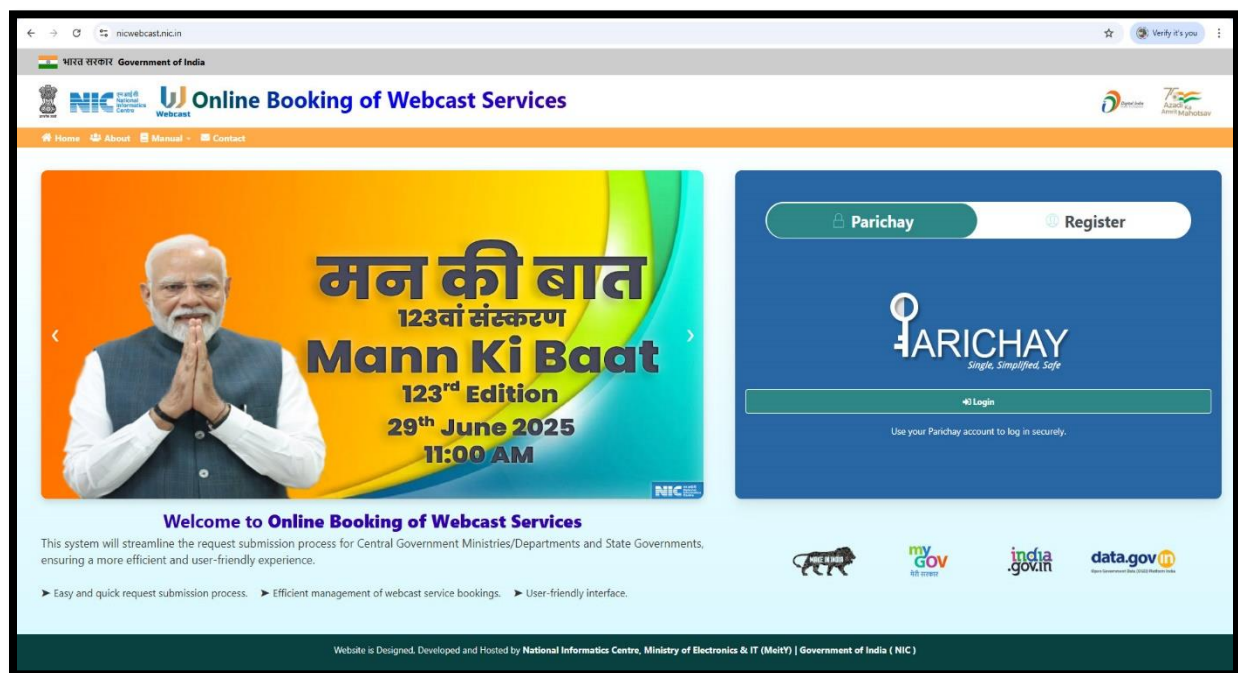
सत्यमेव जयते

Ministry of Electronics and Information Technology
National Informatics Centre
Videoconferencing Technologies and Services Division
New Delhi

Dated: 30-06-2025

Launch of Online Booking System for availing NIC Webcasting Services

Online booking system for availing NIC Webcasting Services has been developed by NIC Videoconferencing Technologies and Services Division and made **"Go Live"** as a step towards enhancing the efficiency, transparency and accessibility of NIC Webcasting Services for Government users. **With effect from 01-07-2025**, the online booking system can be accessed by registered users through <https://nicwebcast.nic.in> which is designed to streamline the booking, approval, payment and reporting processes for availing NIC Webcasting Services.



Salient Features of the portal

1. User registration, login, and authentication through Parichay Portal.
2. Email based **"ALERT & TRIGGERS"** incorporated for every transaction.
3. **Reporting Module** for Administrator and Users.
4. **Dash Board** for Administrator and Users.

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Process for availing NIC Webcasting Services

In order to book NIC Webcasting Services through the Online System, the users will need to do the following: -

1. Visit <https://nicwebcast.nic.in> and complete one-time registration.
2. Fill up the **online Webcast Request Form** with all the mandated fields and download the duly filled forms (**Webcast Request Form & Perform Invoice Form**) and sign, stamp & upload it back into the portal.
3. **NIC Webcast Admin will verify the request and approve it.** Thereafter, it will be auto-forwarded to NICSI for issuing of Performa Invoice as per details mentioned by the user in the **Webcast Request Form**. In case, NIC Webcast Admin finds anything incomplete / incorrect submitted by the user, the Webcast Request Form will be sent back to the user for re-submission with correct & complete information.
4. After Webcast Admin approves the request, **NICSI will issue the Performa Invoice (PI) and send it to the registered email of the user** and also **upload it into the portal which can also be downloaded by the user.**
5. **On receiving the Performa Invoice (PI) from NICSI, user has to make the payment and upload all the payment details [UTR Number and Payment Date, Tax Amount and Credit Amount and etc] into the portal.**
6. Subsequently, **NIC VTS Division will make the necessary allocation of Webcasting resources for the requested event.**
7. The [User Manual](#) for the Online Booking System is available in the portal.
8. The [technical pre-requisites for availing NIC Webcasting Services](#) is mentioned in the portal.

Henceforth, with effect from 01.07.2025, all webcast requests are mandated to be submitted online through this portal only. Any e-mail or telephonic requests will not be accepted for delivering the required services.

For any technical support, NIC Webcast team can be contacted at telephone No: 011-24305025 / IP No: 5025 and Email id: support-webcast@supportgov.in